G. R. S. 58]

Previous references.

File No. 39/17

191 .

(Genl. Misc)

Serial Nos. 1

Later references.

Preserve

11.11.62

P. 30.

GENERAL AND REVENUE SECRETARIAT.

Serial Nos.

Part B for December 1917

SUBJECT.

Revision of standardised draft forms of the Genl. & Rev. Sectt —

GENERAL AND REVENUE SECRETARIAT.

( )

NOTES.

File No. 39/17.

FILE HEADING.

Standardisation of Draft forms.

From

No. Dated Received

Diary No.	Enclos.	Spare Copies.	Serial No.

BRIEF ABSTRACT OF LETTER.

NOTES AND ORDERS.

NOTES—First Sheet.

G.R.S. III—3]

Routine Notes.

[To be used only for notes, requisitions, etc., not intended for permanent record.]

Subd. to Registrar

The accompanying office memo together with its enclosure may be got printed on the Multigraph.

3. 10. 17

Please bring up

3/10.

To Printing Sec.

3. 10. 17

Memo No. E, 7892/39-17-1 of 10.12.17.— re revision of standardising drafts.

Printed Copies were received to day

8. 1. 18

N.B.—Should routine notes be written on small slips, the notes must be copied, or slips pasted on this form.

W.D. 81—GPB—60,000—20-7-16

G.R.S. III—3]

ROUTINE NOTES.

[To be used only for notes, requisitions, etc., not intended for permanent record.]

Copies of G. 7892 dated 10.12.17
are distributed among the
branches & sections/

11/1
9/1

- I ~~10.1.18~~
II 9-1-18
III 9/1/18 10/1/18
IV 9/1/18
- V 10/1/18
VI 9/1/18
- VII 10/1/18
VIII (~~[illegible]~~ Received)
Cash Section
~~A.G.~~ ,,
Tr ,, 10/1/1918
Dasara ,,
Gen Records — 10/1/18
Typing Section
V. Records
- Library 10/1
Spl estt. — 10/1/18
G.D. Section
Printing Section
E.D. Section 10/1
- Council Section
- I members estt
- VI members estt
Extg members estt
Dewan's Office

N.B.—Should routine notes be written on small slips, the notes must be copied, or slips pasted on this form.

GRSM. SL.469.

50 copies of mem: + 100 copies of enclosure.

Fair

2 Dfts

3/10

Sl: 446

G.R.S. 34]

No. G 7892 / 39-17-1

GOVERNMENT OF H. H. THE MAHARAJA OF MYSORE.

General and Revenue Secretariat.

(   )

Office Memorandum.

To

the 10th December 1917.

With a view to the list of standardised draft forms (copy enclosed) prescribed for use in the G.R.S. being brought upto date by additions & alterations, the Heads of Branches & Sections are requested to examine the forms now in use & suggest a revised list for standardisation.

~~A list of the draft forms in use at present~~

By order

Bn.
2/10/17

For Secy.

2.X.17

GPB—10,000—13-8-10

To All Hds of Branches & Sections ~~B~~ Genl Deptt.

GENERAL FORMS.

e/

No.	Manual Number	Subject in brief.	Remarks.
e/ I		Notification re grant of privilege leave.	Draft & fair.
II. e/		Proceedings sanctioning the grant of casual leave.	Draft.
III		Recording quarterly statements of fresh men entertained and of promotions given.	Draft.
IV		Proceedings sanctioning purchase of furniture, etc. under Contingencies.	Draft.
V		Order about acquisition of lands for public purposes.	Draft & Fair.
VI		Notification re do do	Draft & Fair.
VII		Office Memo forwarding petition for disposal or report.	Draft & fair.
VIII		Endorsement given to petitioners in Kannada	Draft & Fair (Draft to be printed on the reverse of Form No.VII).
IX		Endorsement given to petitioners in English.	Draft & Fair.
X		Office Memo circulating books or periodicals, etc.	Draft & Fair.
XI		Letter to Comptroller forwarding bills duly countersigned.	Draft & Fair.
XII		Letter to First Assistant to Resident forwarding copies of Departmental Reports.	Draft & Fair
XIII		do do for transmission to other Government in British India.	Draft & Fair

No.	Manual Number	Subject in brief.	Remarks.
XIV		Letter to Secretaries to other Governments forwarding copies of Departmental Reports direct.	Draft & Fair.
XV		Letter acknowledging copies of reports from other Governments.	Draft.
XVI		Notification re promotions of Gazetted officers.	Draft & Fair.
XVII		Office Memo to petitioners applying for an appointment in the State Service.	Draft & Fair
XVIII		-do- -do-	
XIX		Proceedings sanctioning the exemption from age limit.	Draft & Fair
XX		Letter reminding about the extension in service of officers or officials appointed temporarily or for a fixed term.	Draft.
XXI		Letter calling for proposition statements [illegible] in cases of fresh proposals for sanction of additional establishment.	Draft.
XXII		Letter inviting attention to the discussions in the Dasara Representative Assembly.	Draft & Fair.
XXIII		Letter to Firms, etc. for supply of books or furniture.	Draft & Fair.
XXIV		Letter calling for an explanation as regards discrepancy in the date of birth.	Draft & Fair

No.	Manual Number	Subject in brief.	Remarks.
XXV		Docket to Curator for supply of books.	Draft & Fair.
XVI		Proceedings sanctioning reappropriation statements to meet extra cost.	Draft.
XVII		Proceedings sanctioning estimates	Draft & Fair.
XVIII		Letter reminding about the timely submission of matter for the State Administration Report.	Draft & Fair.
XXIX		Draft returning communication for informality, etc.	Draft & Fair.
XX		Letter to Registrar Chief Court forwarding Copies of Govt Progs for information	Draft & fair
XXXI		Letter —do— do— for needful action	—do—
XXXII		Draft letter form	draft + fair
XXXIII		~~[illegible]~~ —do— Continuation Sheet	draft
XXXIV		Draft Proceedings form	—do—
XXXV		Office memorandum form	—do—
XXXVI		Docket form	—do—
XXXVII		Endorsement returning petitions for informality	Draft + fair
XXXVIII		Proceedings with the order "recorded"	—do—

SPECIAL FORMS. Branch I.

No.	Manual Number	Subject in brief	Remarks.
-I/1		Proceedings sanctioning charge allowance.	Draft & Fair
~~II~~	S-I/2	Proceedings approving arrangements made by Revenue Commissioner for Taluk charge.	Draft & Fair.
~~III~~	S-I/3	Proceedings sanctioning arrears of potgi due to Shanbhogs & Patels	Draft & Fair
IV		Proceedings recording accidental fires	Draft & Fair
V		Proceedings recording the diaries of the Game Preserves officer	Draft & Fair
VI		Letter to Conservator of Forests about settlements of forest blocks	Draft & Fair
VII		Notification declaring a specified area as State Forest.	Draft & Fair
VIII		Notification re: extension of Survey and Settlement to Inam Villages.	Draft & Fair
IX		Proceedings sanctioning the constitution of a Panchayet.	Draft & Fair
X		Notification about do do	Draft & Fair
XI		Proceedings sanctioning the appropriation of lands.	Draft.
XII		Office Memo forwarding lists of petitions for disposal.	Draft.
XIII		Letter to F.A.Resident forwarding statement of daily rainfall.	Draft & Fair
XIV		do relating to cotton goods	Draft & Fair
XV		Letter to F.A.Resident forwarding statement relating to fodd grains in the Bangalore & Mysore Towns.	Draft & Fair
XVI		Letter to the F.A.Resident forwarding Manuscript statements relating to food grains in the Bangalore and Mysore Districts.	Draft & Fair
XVII		Letter to First Assistant Resident forwarding printed statements to be ~~published~~ substituted for manuscript statments forwarded in ~~Form XVII~~ Form XVI.	Draft & Fair.

SPECIAL FORMS. Branch II.

No.	Manual Number	Subject in brief.	Remarks.
I	S-II/1	Docket to Comptroller calling for his report on the Budget Estimates	Draft & Fair
~~II~~	S-II/2	Office Memo forwarding review on Budget Estimates	Draft & Fair
III		Letter do do	Draft & Fair
IV		Proceedings sanctioning an advance for building houses	Draft & Fair
V		do for purchase of motor car or motor cycle	Draft & Fair
VI		Letter to Palace Controller forwarding copies of Personal Estate Accounts	Draft & Fair
VII		Letter to F.A.Resident forwarding copies of Addenda and Corriganda slips to Mysore Service Regulations	Draft & Fair
VIII		Proceedings sanctioning refund bills of Toddy revenue	Draft & Fair
IX		do of the value of stamp papers	Draft & Fair
X		Letter to F.A.Resident forwarding statement of stamps supplied to the C & M Station,Bangalore	Draft & Fair
XI		Proceedings sanctioning T.A.Bills or bills under Articl 5 of Civil Account Code	Draft & Fair
XII		Proceedings sanctioning the grant of pension or gratuity.	Draft & Fair
XIII		Letter to Comptroller forwarding accts of advances from Personal Estate	do

SPECIAL FORMS. BRANCH III.

No.	Manual Number	Subject in brief	Remarks.
I	S-III/1	Notification ~~of~~ about the meeting of the Mysore Legislative Council.	Draft & Fair
II		Letters to Members of Legislative Council requesting their attendance at the meeting	-do-
III		Official Memo to Members of Legislative Council regarding the meeting of the select Committee	-do-
IV		Letter asking for permission to introduce a bill	-do-
V		Official Memo according permission	-do-
VI		Letter intimating the making of a motion at the Legislative Council meeting	-do-
VII		Letter from Secretary, Mysore Legislative Council forwarding copies of questions received from Members	-do-
VIII		Official Memo forwarding questions received from Members and requesting immediate action to give draft replies to the same.	-do-
IX		Notification publishing the report of the Select Committee and the bill as revised by them.	-do-
X		Letter forwarding copies of the above to members	-do-
XI		Letter forwarding draft reports of the select committee and requesting the approval of the members	-do-
XII		Letter forwarding copies of the bill to members	-do-
XIII		Notification publishing the bills with statement of objects & reasons	-do-
XIV		Notification publishing the regulations which received His Highness' assent	-do-
XV		Proceedings sanctioning the T.A. bills of Legilative Council Members	-do-
XVI		Letter forwarding copies of Regulations to Residency, etc.	-do-
XVII		Proceedings sanctioning rewards to police officers	-do-

No.	Manual Number	Subject in brief	Remarks.
XVIII		Office Memo to District Magistrates calling for information required by the Commissioner of Police, Madras	Draft & Fair
		~~Docket to District Magistrates forwarding extracts~~	
XIX		Letter to F.A.Resident furnishing information re: purchase of firearms, etc.	-do-
XX		Docket to District Magistrates forwarding extracts of transcripts from sale registers of firearms	-do-
XXI		Proceedings sanctioning prosecutions under Infant Marriages Prevention Regulation	-do-
XXII		Proceedings recording the punishments awarded in cases under Infant Marriages Prevention Regulation.	-do-
XXIII		Letter to F.A.Resident forwarding a copy of First Information Report in cases of counterfeit coins	-do-
XXIV		Docket to Inspector General of Police calling for a report on the result of the investigation and trial of cases of counterfeit coins	-do-
XXV		Letter to F.A.Resident forwarding for adjustment bills for the cost of Railway Police Force.	-do-
XXVI		Statement of the variations of the capital of Joint Stock Companies	-do-
XXVII		Proceedings about the confinement of lunatics in the Lunatic Asylum	-do-
XXVIII		Notification about the investiture of Magisterial powers	-do-
XXIX		Notification about the taking of evidence of witnesses under Section 357, Criminal Procedure Code.	-do-
XXX		Letter forwarding summons for service	-do-
XXXI		Letter to Deputy Commissioners forwarding copies of citation issued by Chief Court	-do-
XXXII		Docket to Comptroller forwarding Detailed Contingent Bills of Deputy Commissioners under "Law & Justice"	-do-

No.	Manual Number	Subject in brief	Remarks.
XXXIII		Letters to Chief Court communicating orders passed by His Highness on prisoners' memorials for mercy	Draft & Fair
XXXIV		Endorsement to prisoners on memorials addressed to His Highness for mercy, etc.	-do-
XXXV		do do do	
XXXVI		Docket to District Magistrates calling for applications under Extradition Act for surrender of prisoners	-do-
XXXVII		Letter to F.A.Resident applying for the surrender of accused persons to the State under -- Extradition Act.	-do-
XXXVIII		Application for warrant accompanying the above letter	-do-
XXXIX		Docket to District Magistrates intimating the issue of a warrant under the Extradition Act by the Resident.	-do-
XL		Return of persons surrendered under the Extradition Act for trial by the Courts of the Mysore State.	-do-

SPECIAL FORMS. Branch IV.

No.	Manual Number	Subject in Brief.	Remarks
I		Letter to F.A.Resident forwarding bills on account of cost of maintenance of Civil and Military Station Lunatics & Lepers	Draft & Fair
II		Letter to Comptroller intimating the sanction of Residency to bills referred to above.	san Draft & Fair
III		Letter to F.A Resident forwarding copies of Notifications in connection with plague preventive measures.	Draft & Fair
IV		Docket to Sanitary Commissioner forwarding copies of Plague Reports	Draft & Fair
V		Docket to Compiler, Mysore Gazette forwarding for publication proceedings of the meetings	Draft & Fair
VI		Notification about constitution of Municipal Councils.	Draft & Fair
VII		Notification re: appointments or election of Municipal Councillors	Draft & Fair
VIII		Notification re: appointments of Members of the Municipal Boards	Draft & Fair.
IX		Notification re: appointments of Members of the Local Boards.	Draft & Fair.

SPECIAL FORMS Branch V.

No.	Manual Number	Subject in brief.	Remarks.
I		Office memo to the Chief Commandant forwarding the valuation statement for adjustment.	Draft & Fair
II		do forwarding vouchers for check and return.	Draft & Fair
III		Letter to Inspecting Officer returning delivery vouchers duly signed.	Draft & Fair
IV		do Valuation Statement	-do-
V		Office Memo to Financial Secretary forwarding pension applications for disposal	-do-
VI		-do - to Chief Commandant forwarding Govt.orders sanctioning pension	-do-
VII		Proceedings sanctioning retirement.	-do-
VIII		D.O. to Revenue Commissioner calling for his opinion on the promotions of Assistant Commissioners, etc.	-do-
IX		D.O.to Chief Court calling for opinion on the magisterial work of officers	-do-
X		D.O.to Assistant Comptroller calling for information about uninterrupted service for 3 years	-do-
XI		Docket to Superintendent, Govt. Museum forwarding specifications of patents received from Calcutta	-do-
XII		Docket to State Geologist, etc. forwarding for record specifications of inventions	-do-
XIII		Letter intimating grant of leave to file specifications of inventions.	-do-
XIV		Docket to Superintendent of Stamps for impressing Powers of Attorney with Mysore General Stamp	-do-
XV		Docket to District Treasury Officer remitting the amount received in respect of applications for Patents	-do-
XVI		Docket forwarding applications for patents for expert opinion	-do-
XVII		Instructions for filing specifications of inventions	Fair only ~~-do-~~

No.	Manual Number	Subject in brief	Remarks.
XVIII		Letter intimating the grant of permission to file specifications	Draft & Fair
XIX		Notification of filing specification of an invention under Regulation XI of 1894.	-do-
XX		Certificate of renewal of exclusive privilege in respect of an invention.	-do-
XXI		Order authorizing the filing of specification of an invention.	-do-
XXII		Letter to Deputy Commissioners calling for a security bond in connection with succession certificates	-do-
XXIII		Form of Security Bond referred to above	Fair Only
XXIV		Form of certificate of Identity of students who go abroad	-do-
XXV		Notification re: grant of license under Christian Marriage Act	Draft & Fair
XXVI		D.O. to Deputy Commissioners and Inspector General of Police calling for a confidential report on the antecedents of the applicant for editing newspapers	-do-
XXVII		Order granting permission to edit newspapers	-do-
XXVIII		Memo forwarding copies of Notifications of proscribed publications	-do-
XXIX		Reminder post-card calling for issues of newspapers not received	-do-
XXX		Statement of newspapers and periodicals published	-do-
XXXI		Statement of dismissed officials during a quarter	-do-
XXXII		Return of deaths of European Officers and pensioners, etc.	-do-
XXXIII		List of papers placed at the disposal of the Press.	-do-
XXXIV		Form of an agreement for opening a Telegraph Office.	-do-

No.	Manual Number	Subject in brief.	Remarks.
XXXV	----------	Letter to the managers of newspapers remitting advertisement charges	Draft & Fair
XXXVI		Statement of particulars regarding Europeans employed in the State.	— do —
~~XXXVII~~		~~Letter to Registrar Chief Court forwarding Govt Procdgs. for information~~	~~do~~
~~XXXVIII~~		~~do do for action~~	~~do~~

SPECIAL FORMS. BRANCH VI.

No.	Manual Number	Subject in brief	Remarks
I		Proceedings sanctioning the formation of a Progress Committee.	Draft & Fair

SPECIAL FORMS. BRANCH VII.

No.	Manual Number	Subject in brief	Remarks.
I.		Proceedings forwarding Measurement Lists and Completion Bills to Comptroller.	Draft & Fair.
II		Form to be used in appeal cases	-do-
III		Notice to parties about the hearing of appeals - Kannada	-do-
IV		-do- -do-	-do-
V		O.M. to Amildar forwarding the notices for execution.	-do-
VI		Muzrai Stipend Order	-do-
VII		-do-	-do-

SPECIAL FORM - CASH SECTION&

No.	Manual Number	Subject in brief	Remarks
I	S-C.S/1	Office Memo sanctioning appointments and promotions in the G.R.S. Establishment.	Draft & Fair.
II	S-C.S/2	Endorsement to petitioners for appointment in the G.R.S.	-do-
III		Docket remitting salaries on account of attachment by Civil Courts.	-do-
IV		Docket returning summons duly served.	-do-
V		Letter to Comptroller forwarding bills for payment.	-do-
VI		Letter remitting subscriptions or money by M.O. &c.	-do-
VII		Statement showing recoveries towards site value.	-do-
VIII		do House building advance.	-do-
IX		Office Memo to Amildar, Mysore, forwarding audited pay bills - Kannada.	-do-
X		Docket to Superintendent, Govt.Press, regarding the printing of slips	-do-

GRSM.—446

GOVERNMENT OF HIS HIGHNESS THE MAHARAJA OF MYSORE

GENERAL AND REVENUE SECRETARIAT

No. G. 7892/G. M. 39-17-1. Bangalore, Dated 10th December 1917.

Office Memorandum.

With a view to the list of standardised draft forms prescribed for use in the General and Revenue Secretariat (copy enclosed) being brought up-to-date by additions and alterations, the Heads of Branches and Sections are requested to examine the forms now in use and suggest a revised list for standardisation.

By Order,

For Chief Secretary to Government.

To—All Heads of Branches and Sections.

GENERAL FORMS

No.	Subject in brief.	Remarks.
G/1.	Notification *re* grant of privilege leave.	Draft and fair.
G/2.	Proceedings sanctioning the grant of casual leave.	Draft.
G/3.	Recording quarterly statements of fresh men entertained and of promotions given.	Draft.
G/4.	Proceedings sanctioning purchase of furniture, etc. under Contingencies.	Draft.
G/5.	Order about acquisition of lands for public purposes.	Draft and fair.
G/6.	Notification *re* Do	Draft and fair.
G/7.	Office Memo forwarding petition for disposal or report.	Draft and fair.
G/8.	Endorsement given to petitioners in Kannada.	Draft and fair. (*Draft to be printed on the reverse of Form No. 7.*)
G/9.	Endorsement given to petitioners in English.	Draft and fair.
G/10	Office Memo circulating books or periodicals, etc.	Draft and fair.
G/11	Letter to Comptroller forwarding bills duly countersigned.	Draft and fair.
G/12	Letter to First Assistant to Resident forwarding copies of Departmental Reports.	Draft and fair.
G/13	Do for transmission to other Governments in British India.	Draft and fair.
G/14	Letter to Secretaries to other Governments forwarding copies of Departmental Reports direct.	Draft and fair.
G/15	Letter acknowledging copies of Reports from other Governments.	Draft.
G/16	Notification *re* promotions of Gazetted officers.	Draft and fair.
G/17	Office Memo to petitioners applying for an appointment in the State Service.	Draft and fair.
G/18	Do Do	Draft and fair.
G/19	Proceedings sanctioning the exemption from age limit	Draft and fair.
G/20	Letter reminding about the extension in service of officers or officials appointed temporarily or for a fixed term.	Draft.

No.	Subject in brief.	Remarks.
G/21.	Letter calling for proposition statements or re-appropriation statements in cases of fresh proposals for sanction of additional establishment.	Draft
G/22.	Letter inviting attention to the discussions in the Dasara Representative Assembly.	Draft and fair.
G/23.	Letter to Firms, etc., for supply of books or furniture.	Draft and fair.
G/24.	Letter calling for an explanation as regards discrepancy in the date of birth.	Draft and fair.
G/25.	Docket to Curator for supply of books.	Draft and fair.
G/26.	Proceedings sanctioning reappropriation statements to meet extra cost.	Draft.
G/27.	Proceedings sanctioning estimates.	Draft and fair.
G/28.	Letter reminding about the timely submission of matter for the State Administration Report.	Draft and fair.
G/29.	Draft returning communication for informality, etc.	Draft and fair.
G/30.	Letter to Registrar Chief Court forwarding copies of Government Proceedings for information.	Draft and fair.
G/31.	Letter Do for needful action.	Do
G/32.	Draft letter form.	Draft and fair.
G/33.	Do Continuation Sheet.	Draft.
G/34.	Draft Proceedings form.	Do
G/35.	Office Memorandum form.	Do
G/36.	Docket form.	Do
G/37.	Endorsement returning petitions for informality.	Draft and fair.
G/38	Proceedings with the order "recorded"	

G/39. Ad-interim packet of communications from private parties or firms

SPECIAL FORMS. **Branch I.**

No.	Subject in brief.	Remarks.
S-I/1.	Proceedings sanctioning charge allowance.	Draft and fair.
S-I/2.	Proceedings approving arrangements made by Revenue Commissioner for Taluk charge.	Draft and fair.
S-I/3.	Proceedings sanctioning arrears of potgi due to Shanbhogs and Patels.	Draft and fair.
S-I/4.	Proceedings recording accidental fires.	Draft and fair.
S-I/5.	Proceedings recording the diaries of the Game Preserves officer.	Draft and fair.
S-I/6.	Letter to Conservator of Forests about settlements of forest blocks.	Draft and fair.
S-I/7.	Notification declaring a specified area as State Forest.	Draft and fair.
S-I/8.	Notification *re* extension of Survey and Settlement to Inam Villages.	Draft and fair.
S-I/9.	Proceedings sanctioning the constitution of a Panchayet.	Draft and fair.
S-I/10	Notification about Do	Draft and fair.
S-I/11	Proceedings sanctioning the appropriation of lands.	Draft.
S-I/12	Office Memo forwarding lists of petitions for disposals.	Draft.
S-I/13	Letter to F. A. Resident forwarding statement of daily rainfall.	Draft and fair.
S-I/14	Do , relating to cotton goods.	Draft and fair.
S-I/15	Letter to F. A. Resident forwarding statement relating to food grains in the Bangalore and Mysore Towns.	Draft and fair.
S-I/16	Letter to the F.A.Resident forwarding manuscript statements relating to food grains in the Bangalore and Mysore Districts.	Draft and fair.
S-I/17	Letter to F.A.Resident forwarding printed statements to be substituted for manuscript statements forwarded in Form 16.	Draft and fair.

SPECIAL FORMS. Branch II.

No.	Subject in brief.	Remarks.
S-II/1.	Docket to Comptroller calling for his report on the Budget Estimates.	Draft and fair.
S-II/2.	Office Memo forwarding review on Budget Estimates.	Draft and fair.
S-II/3.	Letter Do Do	Draft and fair.
S-II/4.	Proceedings sanctioning an advance for building houses.	Draft and fair.
S-II/5.	Do for purchase of motor car or motor cycle.	Draft and fair.
S-II/6.	Letter to Palace Controller forwarding copies of Personal Estate Accounts.	Draft and fair.
S-II/7.	Letter to F. A. Resident forwarding copies of Addenda and Corriganda slips to Mysore Service Regulations.	Draft and fair.
S-II/8.	Proceedings sanctioning refund bills of Toddy revenue.	Draft and fair.
S-II/9.	Do of the value of stamp papers.	Draft and fair.
S-II/10	Letter to F.A.Resident forwarding statement of stamps supplied to the C & M Station, Bangalore.	Draft and fair.
S-II/11	Proceedings sanctioning T. A. Bills or bills under Article 5 of Civil Account Code.	Draft and fair.
S-II/12	Proceedings sanctioning the grant of pension or gratuity.	Draft and fair.
S-II/13	Letter to Comptroller forwarding accounts of advances from Personal Estates.	Draft and fair.

SPECIAL FORMS. Branch III.

No.	Subject in brief.	Remarks.
S-III/1.	Notification about the meeting of the Mysore Legislative Council.	Draft and fair.
S-III/2.	Letters to Members of Legislative Council requesting their attendance at the meeting.	Draft and fair.
S-III/3.	Official Memo. to Members of Legislative Council regarding the meeting of the select Committee.	Draft and fair.
S-III/4.	Letter asking for permission to introduce a bill.	Draft and fair.

No.	Subject in brief.	Remarks.
S-III/5.	Official Memo according permission to introduce a bill.	Draft and fair.
S-III/6.	Letter intimating the making of a motion at the Legislative Council meeting.	Draft and fair.
S-III/7.	Letter from Secretary, Mysore Legislative Council forwarding copies of questions received from Members.	Draft and fair.
S-III/8.	Official Memo forwarding questions received from Members and requesting immediate action to give draft replies to the same.	Draft and fair.
S-III/9.	Notification publishing the report of the Select Committee and the bill as revised by them.	Draft and fair.
S-III/10	Letter forwarding copies of the above to members.	Draft and fair.
S-III/11	Letter forwarding draft reports of the select committee and requesting the approval of the members.	Draft and fair.
S-III/12	Letter forwarding copies of the bill to members.	Draft and fair.
S-III/13	Notification publishing the bills with statement of objects and reasons.	Draft and fair.
S-III/14	Notification publishing the regulations which received His Highness' assent.	Draft and fair.
S-III/15	Proceedings sanctioning the T.A. bills of Legislative Council Members.	Draft and fair.
S-III/16	Letter forwarding copies of Regulations to Residency, etc.	Draft and fair.
S-III/17	Proceedings sanctioning rewards to police officers.	Draft and fair.
S-III/18	Office Memo to District Magistrates calling for information required by the Commissioner of Police, Madras.	Draft and fair.
S-III/19	Letter to F.A. Resident furnishing information *re* purchase of fire-arms, etc.	Draft and fair.
S-III/20	Docket to District Magistrates forwarding extracts of transcripts from sale registers of fire-arms.	Draft and fair.
S-III/21	Proceedings sanctioning prosecutions under Infant Marriages Prevention Regulation.	Draft and fair.

No.	Subject in brief.	Remarks.
S- III/22	Proceedings recording the punishments awarded in cases under Infant Marriages Prevention Regulation.	Draft and fair.
S- III/23	Letter to F.A.Resident forwarding a copy of First Information Report in cases of counterfeit coins.	Draft and fair.
S- III/24	Docket to Inspector General of Police calling for a report on the result of the investigation and trial of cases of counterfeit coins.	Draft and fair.
S- III/25	Letter to F. A. Resident forwarding for adjustment bills for the cost of Railway Police Force.	Draft and fair.
S- III/26	Statement of variations of the capital of Joint Stock Companies	Draft and fair.
S- III/27	Proceedings about the confinement of lunatics in the Lunatic Asylum.	Draft and fair.
S- III/28	Notification about the investiture of Magisterial powers.	Draft and fair.
S- III/29	Notification about the taking of evidence of witnesses under Section 357, Criminal Procedure Code.	Draft and fair.
S- III/30	Letter forwarding summons for service.	Draft and fair.
S- III/31	Letter to the Deputy Commissioners forwarding copies of citation issued by Chief Court.	Draft and fair.
S- III/32	Docket to Comptroller forwarding Detailed Contingent Bills of Deputy Commissioners under "Law and Justice."	Draft and fair.
S- III/33	Letter to Chief Court communicating orders passed by His Highness on prisoners' memorials for mercy.	Draft and fair.
S- III/34	Endorsement to prisoners on memorials addressed to His Highness for mercy, etc.	Draft and fair.
S- III/35	do do do	Draft and fair.
S- III/36	Docket to District Magistrates calling for applications under Extradition Act for surrender of prisoners.	Draft and fair.
S- III/37	Letter to F. A. Resident applying for the surrender of accused persons to the State under Extradition Act.	Draft and fair.

No.	Subject in brief.	Remarks.
S-III/38	Application for warrant accompanying letter in Sl.37.	Draft and fair.
S-III/39	Docket to District Magistrates intimating the issue of a warrant under the Extradition Act by the Resident.	Draft and fair.
S-III/40	Return of persons surrendered under the Extradition Act for trial by the Courts of the Mysore State.	Draft and fair.

SPECIAL FORMS Branch IV.

No.	Subject in brief.	Remarks.
S-IV/1	Letter to F.A.Resident forwarding bills on account of cost of maintenance of Civil and Military Station Lunatics and Lepers.	Draft and fair.
S-IV/2.	Letter to Comptroller intimating the sanction of Residency to bills referred to above.	Draft and fair.
S-IV/3.	Letter to F. A. Resident forwarding copies of Notifications in connection with plague preventive measures.	Draft and fair.
S-IV/4.	Docket to Sanitary Commissioner forwarding copies of Plague Reports.	Draft and fair.
S-IV/5.	Docket to Compiler, Mysore Gazette forwarding for publication proceedings of Local board meetings.	Draft and fair.
S-IV/6.	Notification about constitution of Municipal Couucils.	Draft and fair.
S-IV/7.	Notification *re* appointments or election of Municipal Councillors.	Draft and fair.
S-IV/8.	Notification *re* appointments of Members of the Municipal Boards.	Draft and fair.
S-IV/9.	Notification *re* appointments of Members of the Local Boards.	Draft and fair.

SPECIAL FORMS Branch V.

No.	Subject in brief.	Remarks.
S-V/1.	Office memo to the Chief Commandant forwarding the valuation statement for adjustment.	Draft and fair.
S-V/2.	Office memo to Chief Commandant forwarding vouchers for check and return.	Draft and fair.
S-V/3.	Letter to Inspecting Officer returning delivery vouchers duly signed.	Draft and fair.
S-V/4.	Letter to Inspecting Officer returning Valuation Statement.	Draft and fair.
S-V/5.	Office memo to Financial Secretary forwarding pension applications for disposal.	Draft and fair.
S-V/6.	Office memo to Chief Commandant forwarding Government orders sanctioning pension.	Draft and fair.
S-V/7.	Proceedings sanctioning retirement.	Draft and fair.
S-V/8.	D.O. to Revenue Commissioner calling for his opinion on the promotions of Assistant Commissioners, etc.	Draft and fair.
S-V/9.	D. O. to Chief Court calling for opinion on the magisterial work of officers.	Draft and fair.
S-V/10	D.O. to Assistant Comptroller calling for information about uninterrupted service for three years.	Draft and fair.
S-V/11	Docket to Superintendent, Government Museum forwarding specifications of patents received from Calcutta.	Draft and fair.
S-V/1 2	Doket to State Geologist, etc., forwarding for record specifications of inventions.	Draft and fair.
S-V/13	Letter intimating grant of leave to file specifications of inventions.	Draft and fair.
S-V/14	Docket to Superintendent of Stamps for impressing Powers of Attorney with Mysore General Stamp.	Draft and fair.
S-V/15	Docket to Treasury Officer remitting the amount received in respect of applications for Patents.	Draft and fair.
S-V/16	Docket forwarding applications for patents for expert opinion.	Draft and fair.
S-V/17	Instructions for filing specifications of inventions.	Fair only

No.	Subject in brief.	Remarks.
S-V/18	Letter intimating the grant of permission to file specifications.	Draft and fair.
S-V/19	Notification of filing specification of an invention under Regulation XI of 1894.	Draft and fair.
S-V/20	Certificate of renewal of exclusive privilege in respect of an invention.	Draft and fair.
S-V/21	Order authorizing the filing of specification of an invention.	Draft and fair.
S-V/22	Letter to Deputy Commissioners calling for a security bond in connection with succession certificates.	Draft and fair.
S-V/23	Form of Security Bond referred to above.	Fair only.
S-V/24.	Form of certificate of identify of students who go abroad.	Fair only.
S-V/25	Notification *re* grant of license under Christian Marriage Act.	Draft and fair.
S-V/26	D.O. to Deputy Commissioners and Inspector General of Police calling for a confidential report on the antecedents of applicant for editing newspapers.	Draft and fair.
S-V/27	Order granting permission to edit newspapers.	Draft and fair.
S-V/28	Memo forwarding copies of Notification of proscribed publications.	Draft and fair.
S-V/29	Reminder post-card calling for issues of newspapers not received	Fair only.
S-V/30	Statement of newspapers and periodicals published.	Fair only.
S-V/31	Statement of dismissed officials during a quarter.	Fair only.
S-V/32	Return of deaths of European Officers and pensioners, etc.	Fair only.
S-V/33	List of papers placed at the disposal of the Press.	Fair only.
S-V/34	Form of an agreement for opening a Telegraph Office.	Fair only.
S-V/35	Letter to the managers of newspapers remitting advertisement charges.	Draft and fair.
S-V/36	Statement of particulars regarding Europeans employed in the State.	Fair only.

SPECIAL FORMS Branch VI.

No.	Subject in brief.	Remarks.
S-VI/1.	Proceedings sanctioning the formation of a Progress Committee.	Draft and fair.

SPECIAL FORMS Branch VII.

No.	Subject in brief.	Remarks.
S-VII/1.	Proceedings forwarding Measurement Lists and Completion Bills to Comptroller.	Draft and fair.
S-VII/2.	Form to be used in appeal cases.	Draft and fair.
S-VII/3.	Notice to parties about the hearing of appeals-Kannada.	Draft and fair.
S-VII/4.	-do- -do-	Draft and fair.
S-VII/5.	O.M. to Amildar forwarding the notices for execution.	Draft and fair.
S-VII/6.	Muzrai Stipend Order.	Draft and fair.
S-VII/7.	-do- -do-	Draft and fair.

SPECIAL FORMS Cash Section.

No.	Subject in brief.	Remarks.
S-C.S/1.	Office Memo sanctioning appointments and promotions in the G.R.S. Establishment.	Draft and fair.
S-C.S/2.	Endorsement to petitioners for appointment in the G.R.S.	Draft and fair.
S-C.S/3.	Docket remitting salaries on account of attachment by Civil Courts.	Draft and fair.
S-C.S/4.	Docket returning summons duly served.	Draft and fair.
S-C.S/5.	Letter to Comptroller forwarding bills for payment.	Draft and fair.
S-C.S/6.	Letter remitting subscriptions or money by M.O. etc.	Draft and fair.
S-C.S/7.	Statement showing recoveries towards site value.	Draft and fair.
S-C.S/8.	do House building advance.	Draft and fair.
S-C.S/9.	Office Memo to Amildar, Mysore, forwarding audited pay bills Kannada.	Draft and fair.
S-C.S/10	Docket to Superintendent, Government Press, *re* the printing of forms etc.	Draft and fair.